



CDC 0. 1270 (E), CDC IAA Short Form #21, Rev. 5/2000, CDC Adobe Acrobat 4.0 Electronic Version, 2/2001



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Public Health Service
Centers for Disease Control and Prevention
INTER/INTRA-AGENCY AGREEMENT (IAA)
Payable Agreements (CDC is Procuring Agency)



CDC IAA #: 02FED05401

13. ADMINISTRATIVE BILLING REQUIREMENTS: CDC's ALC is **75090421**. Other Agency's ALC: *(required)* 61000001

Billing is to be made through the use of the Online Payment and Collection (OPAC) system. **Please include CDC's Official IAA # from Block #1 on all OPAC billings and correspondence.** When CDC provides funds to the performing agency, in advance of receiving the goods or services, the performing agency agrees to provide, within 15 days of the end of each quarter, statements of obligations and expenditures made during the quarter. The statements shall be provided to the following address: **DHHS, CDC, FMO, AP, Attn: ADVANCES/OPAC Desk, MS D-06, 1600 Clifton Road, Atlanta, GA 30333.** (If required by other agency, CDC's Tax Identification # is 586051157.)

14. ADDITIONAL BILLING REQUIREMENTS: *(This block must be completed if procuring services under the Economy Act.)*

- ☒ All funds provided by CDC under this agreement must be obligated by the performing agency by the end of the FY in which the funds expire. Any unobligated but expired funds may not be used to fund services in subsequent periods. The CDC Financial Management Office (FMO) must be notified of any unobligated funds pertaining to this agreement at least 15 days before the end of the FY so that the agreement may be modified to reduce the funding amount when appropriate. This notification shall be provided to the following address:
DHHS, CDC, FMO, AP, Attn: OPAC Desk, MS D-06, 1600 Clifton Road, Atlanta, GA 30333.

15. PARTICIPATING AGENCY FUNDING and/or INFORMATION:

(Please include name, telephone number, and email address of contact person.)

Name:	Telephone #:	Email:
Linda Murr	(301) 504-0029	Lmurr@cpssc.gov

16. ☒ The participating agency as a signatory to the Common Rule states that in accepting these Interagency Agreement funds, it will abide by the human subjects research requirements stated in the Common Rule, and certify that all necessary assurances and institutional review board (IRB) approvals are obtained.

☐ The participating agency is NOT a signatory to the Common Rule. Upon issuance of these Interagency Agreement funds, it is the responsibility of the CDC Center, Institute, or Office (CIO) to certify that all necessary assurances and institutional review board (IRB) approvals are obtained. The CIO Associate Director for Science (ADS) must determine the Applicability of Human Subjects Regulations.

17. OTHER REQUIREMENTS:

A. Travel under this agreement is subject to allowances authorized in accordance with Federal Travel Regulations, Joint Federal Travel Regulations, and/or Foreign Service Regulations.

B. CDC will retain the title to any equipment procured under this agreement, unless otherwise justified in the statement of work.

18. CDC ACCEPTANCE: *(please print)*

Name: Sue Binder, M.D.

Title: Director, NCIPC

Email address: Sbinder@cdc.gov

Signature: 

Date: 9/13/02

19. PARTICIPATING AGENCY ACCEPTANCE: *(please print)*

Name: Donna Hutton

Title: Director, Div. of Procurement Services, CRSC

Email address: Dhutton@cpssc.gov

Signature: 

Date: 9/24/02

This agreement may be terminated by either agency upon a 30-day advance written notice. This agreement may be modified by mutual written consent of all parties.

CPSC-IAG-02-1314

**INTERAGENCY AGREEMENT BETWEEN
CENTERS FOR DISEASE CONTROL AND PREVENTION
AND
CONSUMER PRODUCT SAFETY COMMISSION
02FED05401**

This document modifies the original terms of the agreement for services, supplies, and/or materials between the Division of Unintentional Injury Prevention, National Center for Injury Prevention and Control (NCIPC), Centers for Disease Control and Prevention (CDC) and the Consumer Product Safety Commission (CPSC) for the Field Investigation component of the Residential Fire Detection and Suppression Equipment Effectiveness Study.

I. DESCRIPTION OF SERVICES

The original description of services will be replaced. Specifically, in the original agreement, CPSC and the Centers for Disease Control and Prevention (CDC) proposed to collaborate on a study to evaluate the effectiveness of fire detection and suppression equipment in residences. The study had two components: the CPSC funded component was a national telephone probability survey to obtain information from households that had fires during a recent time period and the CDC funded component involved household visits of a probability sub-sample of telephone survey households, including households that did not have fires. It was determined that the most efficient way to accomplish this study would be to have the CPSC contractor conduct both components of the study. CDC then transferred the funds needed for the field investigation component to CPSC via the original interagency agreement.

Under this modification, the field investigation component of this collaboration will be eliminated entirely. Instead, CDC funds will be used to support the CPSC national telephone survey component. The reason for this is the bids from the three competing contractors substantially exceeded what was originally budgeted for this study and, as a result, both components cannot be funded. CDC and CPSC mutually agreed that, of the two components, the telephone survey would provide the most useful information; therefore, all funds will be used for this activity.

The required activities for the national telephone survey are as follows:

Independently, and not as an agent of the U.S. Government, the contractor shall furnish all necessary personnel, materials, services and facilities to perform the work set forth below.

- 1) Develop a sampling plan for a probability-based telephone survey of U.S. households that have had a fire during the recall period. The design shall specify sample size determination, statistical precision and power, and the rationale for this design. The contractor shall have the capability to conduct a national probability sample by random digit dialing. The contractor shall have the capability of conducting both national and localized probability samples, e.g., by census region or by metropolitan area. The following issues should be taken into account.
 1. The sample shall be adequate to provide responses to the primary issues with an appropriate standard error.

2. Over-sampling of homes with high risk sub-groups (elderly, children, blacks, Native Americans, low income, low education and rural residence).
3. Interviews shall be conducted over the course of a full year to capture seasonal variation in both fire cause and number of fires.

The final survey design must be approved by the Project Officer before the remainder of the tasks can proceed.

- 4) The contractor shall design a telephone survey questionnaire based on the issues provided by CPSC. For this contract, the operation and effect of smoke alarms, sprinklers, and fire extinguishers are of primary importance, along with identification of the specific consumer products involved in fire cause. Selected demographic variables also shall be collected, e.g. the number and ages of household members, race/ethnicity, education levels of head of household, rental/owned housing, type of housing, etc. The issues of concern largely track those in the questionnaire used for the 1984 unreported fire survey cited in Government Furnished Materials.
- 5) The contractor shall prepare input to CPSC for Office of Management and Budget (OMB) clearance of the two related surveys, and provide statistical support for meetings with OMB. OMB clearance will be required before survey interviews can begin.
- 6) The contractor shall have available for this contract the necessary telephone equipment to conduct a statistically valid probability survey by random-digit-dialing methods. The contractor shall have the interviewers, computer programmers, software, equipment, and facilities to conduct interviews using computer-assisted telephone interviewing techniques.
- 7) The contractor shall conduct the telephone survey in accordance with the specified survey design maintaining data quality over a consecutive 12-month period.
- 8) The contractor shall attend at least two and probably three meetings in the Washington, D.C. area. The meetings shall include two meetings at CPSC with the project officer; one within five days of the contract award and one debriefing meeting after the completion of the contract. CPSC also may request contractor attendance at a meeting with OMB to discuss the details of the survey planned.
- 9) The contractor shall edit the survey data for validity and internal consistency. The contractor shall provide CPSC with proposed and final versions of a print description of the record layout and editing procedures. All electronic data shall be submitted in SAS or other format agreed to by the Project Officer,
- 8) The contractor shall prepare a report describing the survey methodology and its rationale along with the methodology to be used for estimation of specific subsets. The contractor shall also submit concurrently base tabulations of results which shall include one-way tables on all variables for total, low SES, and rural/urban distribution. The report shall include a discussion of response rate in accordance with the AAPOR guidelines.
- 9) If requested, the contractor shall review and comment on the CPSC generated final report of survey findings. This review could take place up to 12 months after completion of the other deliverables.

- 10) All data, surveys, reviews, and other information developed by the contractor shall be considered confidential information compiled for statistical purposes, and shall be the property of the U.S. Government. The contractor shall maintain the confidentiality and privacy of all survey participants.

It is expected this Project will require three years to complete (three years from the date the contractor is hired).

The total cost to CDC to accomplish this Project is estimated to be \$280,000.

II. DURATION OF AGREEMENT

This agreement is approved from the date of signatures for both agencies through September 30, 2005.

III. ESTIMATED COSTS

To collaborate with CPSC on a probability-based telephone survey of U.S. households that have had a fire during the recall period:

Total Estimated Costs	\$280,000
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IV. METHOD OF PAYMENT

Funds for this project for FY 2002 in the amount of \$280,000 will be transferred to CPSC via OPAC using the following account data:

	<u>From</u>	<u>To</u>
Agency	CDC	CPSC
Agency Symbol	75-09-0421	61000001
Appropriation	75-2-0943	6120100
CAN	2921-519R	02-PS EXOB 4400 21725
Object Class	25.39	252F
Amount	\$280,000	\$280,000

When billing CDC through the OPAC system, CPSC will reference agreement number 02FED05401.

All funds provided by CDC in this agreement must be obligated by the performing agency by the end of the FY in which the funds expire. Any unobligated by expired funds may not be used to fund services in subsequent periods. The CDC Financial Management Office must be notified of any unobligated funds pertaining to this agreement at least 15 days before the end of the fiscal year so that the agreement can be amended to reduce the obligated amount when appropriate. The notification must be submitted to the address below.

DHHS, CDC/ATSDR, FMO
Attn: OPAC Desk

1600 Clifton Road, M/S D-06
Atlanta, Georgia 30333

V. TRAVEL

Travel under this agreement is subject to allowances authorized in accordance with the Federal Travel Regulations, the Joint Federal Travel Regulations and/or the Foreign Service Regulations.

VI. EQUIPMENT

There is no equipment to be covered under this agreement.

VII. CONFLICT WITH EXISTING AGREEMENTS

There is no duplication or conflict with existing agreements, policy or statute.

VIII. PROGRAM CONTACTS

For NCIPC:

Kim Blindauer, DVM, MPH
Epidemiologist
NCIPC/DUIP (K63)
4770 Burford Highway, NE
Atlanta, GA 30341-3714
(770) 488-4270
(770) 488-1317 (FAX)
kfb7@cdc.gov

For CPSC:

Linda Smith
Health Statistician
EPHA
U.S. Consumer Product Safety
Commission
4330 East West Highway, Room 601
Bethesda, MD 20814-4408
Tele: 301-504-0470, x1275
Fax: 301-504-0081
lsmith@cpsc.gov

IX. BUDGET CONTACTS

For NCIPC:

Debbie Mathis
NCIPC/OD (F36)
4770 Burford Highway, NE
Atlanta, GA 30341-3724
(770) 488-1369

For CPSC:

Linda Murr
Budget Office
US Consumer Product Safety Comm
4330 East West Hwy, Room 703
Bethesda, Maryland 20814-4408
Tele: 301-504-0029, ext. 2239
Fax: 301-504-0265
Email: LMurr@CPSC.gov

X. MODIFICATION AND CANCELLATION

This agreement may be modified by mutual consent of both parties or canceled upon 60 days advance written notice by either party.

XI. APPROVALS

For NCIPC:

Suzanne Binder, M.D.
Director, National Center for
Injury Prevention and Control

Date: _____

For CPSC:

Donna Hutton
Director, Division of Procurement
Services
Directorate for Administration

Date: _____

XII. AUTHORITY

This agreement is entered into under Section 601 of the Economy Act, as amended (31 U.S.C. 1535).

XIII. RESOLUTION OF DISAGREEMENTS

In the event that CPSC and CDC have a disagreement arising under this Interagency Agreement, the parties shall cooperatively seek to resolve the disagreement. CPSC will make every reasonable effort to accommodate the needs of CDC before making a final decision.